

**ALABAMA WORKFORCE INVESTMENT BOARD
ALABAMA ENERGY SECTOR PARTNERSHIP**

**STATE ENERGY SECTOR PARTNERSHIP (SESP)
TRAINING GRANTS**

REQUEST FOR PROJECTS (RFP)

In conjunction with Governor's Office of Workforce Development (GOWD)

Alabama Department of Economic and Community Affairs (ADECA)

Alabama Energy Sector Partnership (AESP)

Alabama Workforce Investment Board (AWIB)

Background:

The US Department of Labor recently issued a Solicitation for Grant Award (SGA) through the America Recovery and Reinvestment Act (ARRA) for State Energy Sector Partnership (SESP) and Training Grants. These funds will be awarded to State Workforce Investment Boards (or their fiscal agents) to fund Workforce Development projects that focus on connecting specific target populations to career pathway training activities in specific energy efficiency and renewable energy industry targets in Alabama's proposal to the Department of Labor.

To respond to this grant solicitation, the Alabama Workforce Investment Board established the Alabama Energy Sector Partnership (AESP) to assist and provide strategic planning for state and local workforce development initiatives designed to address workforce training needs for the energy efficiency and renewable energy (EERE) sectors.

The AESP has identified four priority areas for training workers to meet the needs of the energy sector. These are:

1. Energy Efficiency/Weatherization: Reducing energy consumption in new or retro-fitted industrial, commercial, residential, and government buildings to improve overall energy effectiveness.
2. Energy Generation/Renewable Energy: Renewable energy generation by increasing the production and use of energy from all forms such as solar, biomass, landfill gas, geothermal, water/hydraulic, and municipal solid waste.
3. Transportation: This sector includes utilization of fuel efficient and electric powered vehicles, improving fleet efficiency of commercial transportation. The production and expansion of biofuels is included in this sector. CNG Technology and Training Program is also included in this sector.
4. Green Building/Construction: Training will be provided in designing, constructing, commissioning and operating high performance buildings to reduce the lifetime cost of public and private commercial buildings.

The Alabama Energy Sector Partnership (AESP) and the Governor's Office of Workforce Development (GOWD) will work with local project teams and interested public and private training providers to identify workforce development projects that lead to training, placement, retention, and certification of priority groups in one or more of these four priority areas. The proposal request to the U.S. Department of Labor from ADECA/GOWD was \$6 million. The number of projects to be funded will depend on the amount of grant award and any additional conditions or requirements from the Department of Labor/Employment and Training Administration (DOL/ETA). The AESP/GOWD will consider projects up to 30 months in length. Interested providers submitting project ideas are strongly encouraged to review the Solicitation

for Grant Award (SGA) requirements at <http://www.doleta.gov/grants/pdf/SGA-DFA-PY-08-20.pdf>.

Request for Projects (RFP)

The AESP and GOWD, in conjunction with local area project teams, will consider project ideas for funding that meet the criteria and priorities of the DOL and the SESP proposal.

The AESP and the GOWD will also work with potential project providers to finalize specifics of training and all elements of cost. All project budgets will be subject to negotiation and approval of cost estimates.

In submitting projects please consider the following AESP and DOL priorities:

- Job Creation and Retention: Projects should generally support energy related initiatives and play a major role in creating and/or retaining jobs in one or more of the four priority sectors. Projects may also be geared toward the existing workforce by providing certificates or credentials in energy and energy related areas.
- Project Provider Experience and Leadership: Project providers should have experience/background in proposed activities and must have capability to begin within a short time frame of receiving funding.
- Public and Private Partnerships: Ideally, projects should be supported by broad based public and private partners including energy sector employers, labor unions, labor management organizations, and apprenticeships programs, education (both public and private), local governments, community based organizations and economic development organizations.
- Leveraged Public and Private Resources: Projects that leverage public and private investments and energy-related policies and programs including business investments, energy policies and programs, economic development investments, and education and workforce development programs and funding. Projects should also consider leveraging other ARRA funding.
- Targeted Participant Populations: Projects that target one or more of the DOL targeted populations: (1) workers impacted by national energy and environmental policy; (2) individuals in need of updated training related to energy sector; (3) veterans; (4) low income unemployed individuals; (5) at risk youth, ex-offenders, and TANF recipients; and (6) incumbent workers in need of skills upgrades.
- Expected Participant Outcomes: Projects are expected to provide positive outcomes for participants relating to employment and earnings as well as certificates and credentials as

appropriate. Incumbent worker activities should prepare workers for certificates and for credentials related to energy efficiency.

- Project Startup Readiness: Projects that can begin in less than 30 days upon receiving funds.
- Sustainability: Projects that support energy-related workforce development initiatives that will be sustainable after the project and funding ends.
- Projects that Include Counties Impacted by Automotive Related Restructuring: Priority, as appropriate, will be given to projects serving counties impacted by auto industry restructuring as identified by the DOL in SGA-08-20. These counties are: Butler, Chilton, Limestone, Lowndes, Madison, Marshall, Montgomery, Talladega and Tuscaloosa.
- Geographic Distribution: The extent the project is relevant to the proposed number of “green” or energy related jobs in a specific area.
- Uniqueness and Innovation: Does the proposed project focus on connecting targeted populations including auto and auto related industry workers, to career pathways in green industries. Are training activities offered that support long term career growth.

Potential Energy Sector Partnership Projects must be submitted using the attached format by close of business on the designated submission dates via email to Dennis.Hopper@adeca.alabama.gov. For further information contact Dennis Hopper by email or at (334) 293-4716.

The request will be due to the Governor’s Office of Workforce Development on February 17, 2010. Subsequent submissions will be accepted for additional consideration dependent on the availability of funds and the worthiness of projects to be considered by the Project Teams and the AESP.

The GOWD and the Alabama Energy Sector Partnership reserves the right to request additional information regarding proposed activities and cost from interested providers.

RFP/Energy Training Projects Review Process:

The RFP/Energy Training Projects will be reviewed by the Governor’s Office of Workforce Development and, as appropriate, the Jefferson County Center for Workforce Development and Mobile Works, Inc. for initial scoring and recommendations to the Alabama Energy Sector Partnership. Project submissions will be assigned a score with the following recommendations: (1) fund project as is; (2) fund but adjust requested funding; (3) fund with modifications; or (4) refer back to proposer.

The following evaluation criteria will be utilized in the review process:

➤ Job Creation or Job Retention Potential	15 Points
➤ Project Provider Experience and Leadership	20 Points
➤ Public/Private Partnership	10 Points
➤ Leveraged Public – Private Resources	5 Points
➤ Target Population Proposed to be Served	15 Points
➤ Expected Participant Outcomes	15 Points
➤ Project Start-up Readiness	10 Points
➤ Sustainability	5 Points
➤ Geographic Distribution	10 Points
➤ Uniqueness and Innovation of Proposed Projects	10 Points
➤ Projects that Impact/Serve Counties Impacted by Automotive Related Restructuring	5 Points

Please note rated scores will serve as the primary basis for making recommendations for funding to the Alabama Energy Sector Partnership. GOWD and ADECA reserve the right to conduct on-site reviews prior to making final funding recommendations. After completion of each evaluation process funding recommendations will be made to the GOWD and the Alabama Energy Sector Partnership for final recommendations.

Governor's Office of Workforce Development
Alabama Energy Sector Partnership
Request for Projects (RFP)
American Recovery and Reinvestment Act of 2009
State Energy Sector Partnership (SESP) and Training Grants

SUBMITTING ORGANIZATION

Organization Name: _____

Cities/Counties Served : _____

Proposed Funding: _____

CONTACT INFORMATION

Primary Contact: _____

Address: _____

Telephone: _____

Fax Number: _____

E-mail Address: _____

SELECT THE PRIORITY AREA(S) FOR WHICH YOU ARE SUBMITTING A RFP:

- _____ Energy Efficiency/Weatherization
- _____ Renewable Energy
- _____ Transportation Efficiency and Renewable Fuels
- _____ Green Construction/Buildings

TYPE OF TRAINING:

- _____ New Job Skills
- _____ Incumbent Worker
- _____ Credential or Certificate

Reference the "Background" narrative for definitions or priority areas.

Governor's Office of Workforce Development
Alabama Energy Sector Partnership
Request for Projects (RFP)
American Recovery and Reinvestment Act of 2009
State Energy Sector Partnership (SESP) and Training Grants

1. Title and Summary:

Please provide a title and summary of the proposed project.

Title:

Summary:

2. Job Creation and Retention:

How will this project support high-priority local and regional initiatives to create or retain energy-related jobs and support overall economic development? Why is the project needed?

3. Public and Private Partners:

What is the role of the provider in bringing together public and private partners? Please list the partners that are supporting the project to date.

4. Experience and Qualifications of the Proposed Project Provider:

Please provide a summary of the experience and qualifications of the proposed provider and why they are capable of leading this project.

5. Leveraged Public and Private Resources:

What are the public and private resources that will be leveraged in this project? Please identify any ARRA funding that will be leveraged.

6. Targeted Population and Participant Outcomes:

How many participants will be served? What targeted populations will be served? What are the expected outcomes in terms of employment and retention rates or credentials, and earning?

Number Served:

Targeted Populations Served (check all that apply):

- ☐ **Workers impacted by national energy and environmental policy**
- ☐ **Individuals in need of updated training related to energy sector**
- ☐ **Veterans including past and present reserve components of the Armed Forces**
- ☐ **Unemployed**
- ☐ **Individuals, including at risk youth, seeking employment pathways out of poverty and into economic self-sufficiency**
- ☐ **Individuals with criminal records**
- ☐ **Other (please specify):**

Expected Participant Outcomes:

- **Employment - Placement and Retention:**
- **Earnings:**
- **Degrees and Certifications (as appropriate):**

7. Proposed Funding Level:

Is the project budget proposed to be line item or fixed unit price. Will the project be ready to be launched within 30 days of approval? How will this project or the larger initiative be sustained after funding is ended?

PROJECT BUDGET AND BUDGET NARRATIVE

Provide a detailed project budget in the categories listed. Include requested grant funds and leveraged funds as appropriate and total funds by line item. Leave blank if no funds are budgeted for a particular line item.

Budget Item	Cost (Requested)	Leveraged (Non-requested)
Salary		
Benefits		
Individual Training (scholarships/tuition/fees)		
Staff Development/Training		
Travel In State		
Travel Out of State		
Public Relations/Outreach		
Materials/Supplies		
Facility Costs		
Equipment		
Books		
Other		
TOTAL	\$	\$

NOTE: Unused Budget Lines and/or Line Item titles may be changed to reflect items unique to projects. Additional Budget Line Items may be added as needed.

Describe each budget item in a budget narrative attached to this budget format. Please note that selected projects will be required to submit a detailed budget in a format required by the Alabama Department of Economic and Community Affairs which is the grantee.

PROJECT BUDGET BACKUP NARRATIVE

Each budget line item must be supported by a detailed description. This form explains the budget details required for each line item. Complete the budget backup providing as much detail as possible. All staff costs listed should include title/function, salary/ wage, and percentage of time charged to project. Other costs should be detailed by type of activity, unit cost, and total units.

- I. Program Staff Salaries (Position title/function of staff assigned to project-specific program services activities, salary/wage, percentage of time charged to project.)
- II. Program Staff Benefits (Type and cost of fringe benefits for each position included in project budget.)
- III. Individual Training (Scholarships, tuition, training fees; and other costs related to training of individuals.)
- IV. Staff Development/Training (Detail of consultants; tuition/fees, other costs related to providing and/or attending; staff members attending training for new equipment, etc.)
- V. In-State Travel (Costs of mileage, lodging, meals and other travel-related expenses.)
- VI. Out-of-State Travel (Costs of mileage, lodging, meals and other travel-related expenses.)
- VII. Public Relations, Outreach (Details of media advertising and other public outreach costs, e.g., newspapers, radio/TV, direct mail, etc.)
- VIII. Materials & Supplies (Office supplies, training supplies, other supplies required to carry out project, detailed by type costs.)
- IX. Facility Costs
- X. Equipment (attach an itemized list if applicable).
- XI. Books (attach itemized list if applicable).
- XII. Other (Other items and related costs not included in the above line items that are required to implement the project included as a grant funded item in the budget page.)